

## **Chugachmiut Job Description**

**POSITION:** Chugachmiut Mid-Level Practitioner  
**DIVISION:** Health Operations  
**SUPERVISOR:** Chugachmiut Medical Director  
**JOB CLASS:** Direct Services Professional  
**SALARY RANGE:** DOE  
**FLSA:** Exempt

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### **Summary:**

The Regional Practitioner's chief responsibility is for the provision of primary health care services to beneficiaries of the Chugach Region and is based in Seward, Alaska. This position coordinates closely with all Chugachmiut medical staff to maintain efficient clinical operations and a professional work environment. Responsibilities also include consultation to and training of Chugachmiut paraprofessional clinical staff.

### **Essential Duties and Responsibilities:**

1. Delivers direct primary care patient services for Chugachmiut beneficiaries and other populations authorized by the Board of Directors at all clinical facilities and sites.
2. Travels one week out of every month to regional clinical sites. May have occasion to serve as a medical escort. Is required to provide on call, emergency care while on travel status.
3. Develops and maintains collaborative working relationships with physicians and specialty clinics at the Alaska Native Medical Center (ANMC) in Anchorage as needed for the performance of job responsibilities.
4. Provides consultation to Community Health Aide/Practitioner's (CHA/P), in person or by telephone, for the delivery of health care within the CHA/P's scope of practice and in accordance with the Community Health Aide Manual.
5. Provides clinical training and staff development for CHA/P's including but not limited to: primary care, prenatal care, emergency care, pharmacology, health promotion, clinical procedures, and clinic management skills.
6. Maintains cooperative working relationships with other Seward health care providers and health care agencies as appropriate for service integration.
7. Ensures the maintenance of accurate patient records to reflect each patient's health status and risk factors.
8. Complies with all Chugachmiut licensed provider policies, regulations, and guidelines for patient care; participates in all Chugachmiut quality assurance programs and directed provider work groups.
9. Complies with statutes and regulations from the State of Alaska, Division of Occupational Licensing, for Physician Assistant or Nurse Practitioner. Compliance with regulations of the State Medical Board & Board of Nursing, as appropriate is also expected. In addition, Physician Assistants are required to have a collaborative in place. Complies with Chugachmiut personnel and Health Operations Division policies. Maintains credentials in good standing and appropriate to level of practice.



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- Contract Health Services program for referral and case management opportunities for pediatric and adult population in the region. Staff. Activities include providing health education and health fairs, and other community health promotional affairs as requested, in addition to the provision of direct health care services.
12. Assists with the development assessment and implementation of an Electronic Health Records system for all Chugachmiut medical services.
  13. Participates in Chugachmiut Health Department staff meetings in Seward and on occasion in Anchorage and in other parts of the region or state. Represents Chugachmiut on regional or statewide health committees as assigned.
  14. Other duties as assigned

**Qualifications:**

- Bachelors Degree (Master's preferred) in health related field with an emphasis in clinic management and
- Active Alaska license in good standing as a Nurse Practitioner or Physician's Assistant with prior experience in primary health care.

**Knowledge Skills and Abilities:**

- Ability to assume responsibility and work independently.
- Ability to communicate both orally and in writing
- Willingness to coordinate activities and maintain communications with Chugachmiut staff with in the region and Anchorage.
- Willingness to travel to Anchorage and areas of the Chugach Region.

**Work Conditions:**

Chugachmiut employees strive both for excellence in the services they provide and, through our Employee Values Statement, to serve with integrity. This requires working in an environment where blame and shame are not tolerated. Instead, we use Lean Administration tools for managing processes, and Baldrige quality criteria for measurement of effectiveness. Effective communication is essential in a Lean/Baldrige workplace and employees must learn how to share problems with fellow employees with a purpose of solving them.

37.5 hours per week, Monday to Friday, 8:30 am to 5:00 p.m., with one hour for lunch. Chugachmiut maintains a drug free, non-smoking environment. There will be once monthly travel to the villages of the region. Must be willing and able to travel in light aircraft. Chugachmiut practices Native Preference Under PL-93-638. Preference will not be given unless Certification has been provided.

Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_

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